

**Committee on Employment of People with Disabilities**  
**Wednesday, February 18, 2015, 8:30 a.m. – 11 a.m.**  
**Prairie Rose Room – Prairie Hills Plaza**  
**1237 W. Divide Ave., Bismarck, ND**

**Members Present**

Tina Bay  
Barb Murry  
Cheryl Wescott

Vickay Gross  
Paul Vardanega  
Eric Wittliff

Chad Kourajian  
Ryan Volk

**Members Absent**

Gerry Teevens

**Others Present**

Russ Cusack  
Kevin McDonough

Trina Gress  
Cally Musland

Cheryl Hess

**Roll Call**

Chairperson Barb Murry called the meeting to order.

**Approval of Agenda**

Additional agenda items were added to discuss what the DD Waiver states about serving youth ages 18-21 and training opportunities for members of the Committee.

**Action: A motion was made by Vickay Gross and seconded by Tina Bay to approve the agenda as amended. Motion carried.**

**Approval of November 2014 Minutes**

**Action: A motion was made by Chad Kourajian and seconded by Vickay Gross to approve the November 2014 minutes. Motion carried.**

**Budget – Lynn Derman**

Lynn Derman provided an overview of the current budget. The total budget is \$39,594, which includes \$27,594 General Funds and \$12,000 Other Funds. There have been no expenditures for the Committee to date. Lynn explained the General Funds do not carry over to the next biennium, but the Other Funds, which includes the hang tag revenue, continues to roll forward with no limits.

We will include a budget update as a standing agenda item at each meeting.

**Employment Survey**

Chairperson Barb Murry reviewed the revised budget proposal to replicate the 2012 Survey of Employment Services Offered by ND Community Rehabilitation Providers (CRPs), submitted by the North Dakota Center for Persons with Disabilities.

A motion was carried at the August 2014 meeting to fund the survey in the amount of \$5,000. Russ Cusack indicated the additional cost would be covered by Vocational Rehabilitation.

**Action: A motion was made by Vickay Gross and seconded by Eric Wittliff to approve revised survey proposal. Motion carried.**

A future agenda item will be to discuss how to expand the population we are looking at through a similar survey process.

### **Training Opportunities**

Information on the NDACP Annual Conference in Fargo, May 6-8, 2015 was shared. Information on the National APSE Conference in Philadelphia, June 23-25, 2015 was shared.

**Action: A motion was made by Vickay Gross and seconded by Eric Wittliff to fund the NDACP Conference committee members who are non-state employees, as well as funding for two members to attend the National APSE Conference.**

**An amendment to the motion was made by Cheryl Wescott and seconded by Eric Wittliff to allow funding for state employees in the event they do not have the funds to cover. Motion carried.**

Individuals attending the training will be expected to provide a report of their knowledge to the Committee at the following meeting. Members interested in attending NDACP should submit their forms to Patty Wanner by March 20, 2015.

### **Proposal for Developing a Strategic/Work Plan – Vickay Gross**

Vickay Gross provided an overview of a Strategic Plan Proposal. Members agreed this is moving in the right direction and requested work be done to draft an RFP and present at the May meeting. The selection of a consultant will be critical to a successful plan and members recommend an individual who is not currently involved with the other employment workgroups in the State. The recommended length of time for the plan is up to five years. The expectation is to award a contract to begin after July 1, 2015.

### **Employment Workgroup/Committee Activities**

- **Employment Learning Community**  
No report at this time.
- **ND Association of Community Providers**  
No report at this time.
- **ND Association of People Supporting Employment First**  
Cheryl Hess provided information on the Best of the Best Awards and stated the deadline for nominating is February 27, 2015.

- **Olmstead Commission – Subcommittee on Employment**  
No report at this time.
- **State Community of Practice on Transition – Employment Subcommittee**  
Kevin McDonough indicated a job coaching manual is being developed and a draft will be available for the March meeting.

**DD Waiver and Services to Youth Ages 18-21**

Tina provided some background information and clarified questions related to DD Waiver services to youth ages 18-21.

The next meeting is scheduled for Wednesday, May 20, 2015, from 8:30 a.m. – noon.

Meeting adjourned at 10:56 am.